

Send one copy of this report to:

California Department of Social Services
 Data Systems and Survey Design Bureau, MS 9-081
 P.O. Box 944243
 Sacramento, CA 94244-2430
 FAX: (916) 657-2074

CHILD CARE MONTHLY REPORT - CalWORKs FAMILIES

County Name		Code		Report Month/Year	
Stage 1 Child Care		TOTAL (a)	Welfare to Work (b)	Cal-Learn (c)	No Longer on Aid (d)
1. Number of Stage 1 families for whom child care payments were made in the report month.....		1	2	3	4
2. Number of Stage 1 children for whom child care payments were made in the report month.....		5	6	7	8
A. License exempt.....		9	10	11	12
B. Licensed.....		13	14	15	16
3. Total expenditures actually paid in the report month for Stage 1 child care [3A. + 3B. below].....		17	18	19	20
A. License exempt.....		21	22	23	24
B. Licensed.....		25	26	27	28
4. Children actually transferred from Stage 1 to Stage 2 or 3 in the report month.....		29	30	31	32
5. Total Stage 1 children waiting to be transferred to Stage 2 or 3 in the report month.....		33	34	35	36
6. Total number of children who did not receive child care in the report month, resulting in their parent(s) having good cause for not participating in work requirements. Do not include children ages 11 and 12 in this total.		37			
7. Reason child care was not received during the report month. Enter the number of children ages 0 to 10 in each item.					
A. No funding available for children ages 0 - 10.....		38			
B. No providers available [B.1) + B.2) below].....		39			
1) For children under 2 years of age.....		40			
2) For children ages 2-10.....		41	7.E. Comments		
C. No providers offering child care during nontraditional hours.....		42			
D. Transportation not available.....		43			
E. Other (Specify in 7.E. Comments).....		44			
8. Reason child care was not received during the report month for children ages 11 and 12 . Enter the number of children in each line item.					
A. No funding available.....		45	8.C. Comments		
B. No providers available.....		46			
C. Other (Specify in 8.C. Comments).....		47			
Comments: Also list APP contacts, phone numbers and specify their responsibility of items/program categories here (if applicable):					
Person to contact who is responsible for this form		Telephone		Date	

CHILD CARE MONTHLY REPORT – CalWORKs FAMILIES (CW 115)

This report gathers information on CalWORKs families and children receiving Stage 1 child care who are not in the Two-Parent Separate State Program during the report month. County welfare departments administer Stage 1 of the child care program. Alternative Payment Programs (APPs) administer Stages 2 and 3 under contract with the California Department of Education.

CONTENT - The Child Care Monthly Report for CalWORKs Families collects information on the number of all other families and their children who received Stage 1 child care; who transferred or are waiting to transfer to Stages 2 or 3; the reasons these children did not receive child care; and the total expenditures for these children. **Note: Data on two-parent families are not to be included.**

PURPOSE - The primary purpose of this monthly report is to meet the child care data reporting requirements of Chap. 270, Stat. 1997 (AB 1542). This data may be used by federal, state, and county staff to assist in making budget, program, policy and management decisions regarding subsidized child care and the demand for these services.

DUE DATE - Reports are to be received in Sacramento on or before the 20th calendar day after the report month. Counties should send their report to:

California Department of Social Services
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Sacramento, CA 94244-2430
FAX (916) 657-2074

DEFINITIONS

CalWORKs Families – Those CalWORKs families that have not been identified or assigned an aid code for two-parent families. Refer to ACL 99-54 for appropriate aid code definitions.

Two-Parent Families – Two-Parent Families are assistance units (AUs) that include two, aided non-disabled, natural or adoptive parents of the same aided minor child (living in the home), unless both parents are aided minors and neither is the head-of-household.

Welfare-to-Work Program. This work participation program is mandated by Chap. 270, Stat. 1997 (AB 1542, the CalWorks Act) the Thompson-Maddy-Ducheny-Ashburn Welfare-to-Work Act of 1997. Successful participation in this program allows recipients of aid to receive child care.

Cal-Learn Program. The Cal-Learn Program serves pregnant or custodial teen parents under the age of 19 who have not obtained a high school diploma and are receiving aid. The Cal-Learn Program provides supportive services to assist these teen parents to stay in or return to school and graduate. Cal-Learn eligibility is extended to 19 year olds who volunteer for Cal-Learn, are in Cal-Learn prior to turning 19, and who have not graduated from high school. **Note: Do not include other (non-Cal-Learn) children who are living in the household and are receiving Stage 1 child care in this column/category.**

No Longer On Aid – CalWORKs families who have formerly received aid (CalWORKs cash grants) and are currently receiving child care in Stage 1.

Licensed Provider - A provider that is legally regulated or licensed by a state or local public agency or through a state's designated licensing agent.

License Exempt Provider (legally operating provider - license category not available) - License exempt care provided in a child's home or a family child care home, a group home, or center-based site of which licensing is not a requirement of the State or locality.

GENERAL INSTRUCTIONS

Complete the information requested on the top and bottom of the report form, such as, county name, county code, report month/year, contact person, telephone and date. Please enter data in each of the columns for Items 1 through 5 and in Items 6 through 8. If there is nothing to report on a line item or cell column, please insert a zero(0) in the applicable line(s) and/or cell(s) of the reporting document. Do not leave a cell blank or report "NA".

Column (a): Enter the sum of columns (b), (c), and (d). Refer to ACIN I-45-99 edit attachments.

Column (b): Enter the number of all (other) families/children receiving Stage 1 child care and participating in the Welfare-to-Work Program.

Column (c): Enter the number of all (other) families/children receiving Stage 1 child care and participating in the Cal-Learn Program.

Column (d): Enter the number of all (other) families/children receiving Stage 1 child care who were formerly on aid.

INSTRUCTIONS

1. Number of Stage 1 families for whom child care payments were made in the report month: Report payments actually made in the report month, regardless of the month in which the child care was provided. Include families whose children are waiting to transfer into Stage 2 or 3 (also reported in item 5) and families whose children are remaining in Stage 1.
2. Number of Stage 1 children for whom child care payments were made in the report month: Report payments actually made in the report month, regardless of the month in which the child care was provided. Include children who are waiting to transfer into Stage 2 or 3 (also reported in item 5) and children who are remaining in Stage 1. This item is an unduplicated count, not the sum of Items 2.A. and 2.B.
 - A. License Exempt: Enter the number of children who received child care by License Exempt providers.
 - B. Licensed: Enter the number of children who received child care by Licensed providers.
3. Total expenditures actually paid in report month for Stage 1 child care: Enter the total expenditures actually paid (Item 3.A. plus Item 3.B.), excluding administrative costs, for children receiving CalWORKs Stage 1 child care, regardless of when the child care was provided.
 - A. License Exempt: Enter the expenditures actually paid for child care provided by License-Exempt providers.
 - B. Licensed: Enter the expenditures actually paid for child care provided by Licensed providers.
4. Children actually transferred from Stage 1 to Stage 2 or 3 in the report month: Enter the number of children who began the month in Stage 1 but ended the report month in either Stage 2 or 3; or who were paid in Stage 1 child care on the last day of the previous month and who were in Stage 2 or 3 on the last day of the report month; or transferred to Stage 2 or 3 on the first day of the report month. Children are eligible to be transferred from Stage 1 when their parent(s) or caregiver meets the following criteria: a recipient's work or approved work activity is stable; a recipient's need for child care is stable; and when funds are available in Stage 2 or Stage 3. This item does not duplicate Item 5.
5. Total Stage 1 children waiting to be transferred to Stage 2 or 3 in the report month: Enter the number of children in Stage 1 who are eligible to be transferred to Stage 2 or 3 as defined in Item 4, but are still waiting to transfer at the end of the month for any reason, such as a lack of spaces or a lack of funding in Stage 2 or 3. This item is intended to measure the unmet need for Stage 2 or 3 child care. *Do not include children whose parent(s) received a lump-sum diversion payment;* these children enter Stage 2 or 3 without being in Stage 1.
6. Total number of children who did not receive child care in the report month resulting in their parent(s) having good cause for not participating in required work activities. Do not include children ages 11 and 12 in this total: This must be an unduplicated count of children ages 0 - 10 years.
7. Reason child care was not received during the report month. Enter the number of children in each line item by the primary reason that child care was not received. This is an unduplicated count; enter a count for the relevant reason for each child only once.
 - A. No funding available for children ages 0 - 10: Enter the number of children up to and including ten years of age who did not receive child care because no funds were available in the county to pay for subsidized child care.
 - B. No providers available: This is the sum of items B.1) and B.2) below.
 - 1) For children under 2 years of age: Enter the number of children under 2 years of age for whom no providers were available.
 - 2) For children ages 2 - 10: Enter the number of children from ages 2 up to and including age 10 for whom no providers were available.
 - C. No providers offering child care during nontraditional hours: Enter the total number of children, ages 0 - 10 years, for whom there were no providers offering care during nontraditional hours.
 - D. Transportation not available: Enter the number of children ages 0 to 10 years, who did not receive child care because neither public nor private transportation was available to transport the child from his or her home to the provider.
 - E. Other: Enter the number of children who did not receive child care due to circumstances not noted above which prevented the utilization of child care. Examples could be no available providers who offered child care for children with special needs or no providers who could take care of a sick child. Specify the reason(s) and the number of children in the 7.E. Comments section for this purpose.
8. Reason child care was not received during the report month for children ages 11 and 12. Enter the number of children in each line item by the primary reason that child care was not received. This is an unduplicated count; enter a count only once for each child.
 - A. No funding available: Enter the number of children ages 11 and 12 for whom child care was not available due to lack of county funds to pay for subsidized child care.
 - B. No providers available: Enter the number of children ages 11 and 12 for whom child care was not available due to lack of child care providers.
 - C. Other: Enter the number of children ages 11 and 12 for whom child care was not available due to any other reason, such as transportation not being available. Specify the reason(s) and the number of children in the 8.C. Comments section for this purpose.

Comments: Those counties who have contracts with APPs are requested to add the APP contacts and phone numbers in this section and specify the items and programs(columns) for which these agencies are responsible. If the county is unable to provide final counts in one or more data cells, transmit a report by the due date containing all current information. Indicate in the comments which data cells will be revised and when the department can expect to receive the final report.